



TEXAS ETHICS COMMISSION  
2004 FILING SCHEDULE FOR REPORTS DUE IN CONNECTION WITH  
ELECTIONS HELD ON UNIFORM ELECTION DATES

This is a filing schedule for reports to be filed in connection with elections held on uniform election dates (in February, May, September, and November). Examples of elections held on uniform election dates are elections for school board positions and city offices. The uniform election dates in 2004 are February 7, May 15, September 11, and November 2.

Candidates and officeholders must file semiannual reports (due on January 15, 2004, and July 15, 2004). In addition, a candidate who has an opponent on the ballot in an election held on a uniform election date must file two pre-election reports (unless the candidate has elected modified reporting).

The campaign treasurer of a political committee that is involved in an election held on a uniform election date must also file pre-election reports (unless the committee is a general-purpose political committee that files monthly or a specific-purpose political committee that files on the modified reporting schedule). This schedule sets out the due dates for pre-election reports in connection with elections on uniform election dates. Please consult the 2004 REGULAR FILING SCHEDULE FOR GENERAL-PURPOSE COMMITTEES AND SPECIFIC-PURPOSE COMMITTEES for a complete listing of committee deadlines.

Candidates for and officeholders in local offices regularly filled at the general election for state and county officers (the November election in even-numbered years) should use the 2004 FILING SCHEDULE FOR LOCAL CANDIDATES AND OFFICEHOLDERS FILING WITH THE COUNTY CLERK OR ELECTIONS ADMINISTRATOR.

EXPLANATION OF THE FILING SCHEDULE CHART

COLUMN I: REPORT DUE DATE - This is the date by which the report must be filed. The deadline for filing a report is 5 p.m. on the due date. If the due date for a report falls on a Saturday, Sunday, or legal holiday, the report is due on the next regular business day. This schedule shows the extended deadline, where applicable.

A report transmitted to the Texas Ethics Commission by modem or Internet is considered timely filed if it is transmitted by the filing deadline. Other reports are considered timely filed if they are hand-delivered to the filing authority or deposited with the U.S. Post Office or a common or contract carrier properly addressed with postage and handling charges prepaid by the filing deadline.

COLUMN II: TYPE OF REPORT (WHO FILES) - This column gives the report type and explains which reporting form to use and which filers are required to file the report.

COLUMN III: BEGINNING DATE OF PERIOD COVERED - This column sets out the beginning date of the time period covered by the report. Use the latest one of the applicable dates. The "date of campaign treasurer appointment" is the beginning date only for the *first* report filed after filing a campaign treasurer appointment. For officeholders recently appointed to an elective office, the beginning date for the first report will be the date the officeholder took office, provided that he or she was not already filing as an officeholder or candidate at the time of the appointment.

**NOTE:** If you are ever confused about the beginning date for a required report, remember this rule: **There should never be gaps between reporting periods and, generally, there should not be overlaps.**

COLUMN IV: ENDING DATE OF PERIOD COVERED - This column sets out the ending date of the time period covered by the report. The report must include reportable activity occurring on the ending date.

<u><b>COLUMN I</b></u>	<u><b>COLUMN II</b></u>	<u><b>COLUMN III</b></u>	<u><b>COLUMN IV</b></u>
<b>DUE DATE</b>	<b>TYPE OF REPORT (WHO FILES)</b>	<b>BEGINNING DATE OF PERIOD COVERED</b>	<b>ENDING DATE OF PERIOD COVERED</b>
<b>REPORTS DUE BEFORE THE FEBRUARY 7, 2004, UNIFORM ELECTION DATE</b>			
<b>Thursday, January 8, 2004</b>  The campaign treasurer of a political committee may satisfy both the requirement to file a semiannual report and a 30-day pre-election report in connection with the February 7 election by filing a single report by the January 8, 2004, deadline covering the period ending on December 31, 2003. (The filer should mark both report types.)	<b>30th day before the February 7, 2004, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the February election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that accepted political contributions or made political expenditures in connection with the February 7 election)  [FORM SPAC] (all SPACs that supported or opposed an opposed candidate or a measure in the February 7 election and that do not file on the modified reporting schedule)	the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	December 29, 2003
<b>Thursday, January 15, 2004</b>  The campaign treasurer of a political committee may satisfy both the requirement to file a semiannual report and a 30-day pre-election report in connection with the February 7 election by filing a single report by the January 8, 2004, deadline covering the period ending on December 31, 2003. (The filer should mark both report types.)	<b>January semiannual report</b>  [FORM C/OH] (all local candidates and officeholders, except for officeholders who do not have a campaign treasurer appointment on file and who do not exceed \$500 in contributions or expenditures for the reporting period)  [FORM GPAC] (all GPACs)  [FORM SPAC] (all SPACs)	July 1, 2003, <u>or</u>  the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	December 31, 2003
<b>Thursday, January 15, 2004</b>	<b>Annual report of unexpended contributions</b>  [FORM C/OH-UC] (certain former candidates and former officeholders)	January 1, 2003, <u>or</u>  the day after the date the final report was filed.	December 31, 2003
<b>NOTE:</b> A political committee must file pre-election reports if the committee accepts contributions or makes expenditures in connection with the election. The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with election not listed on this schedule.			

<b><u>COLUMN I</u></b> <b>DUE DATE</b>	<b><u>COLUMN II</u></b> <b>TYPE OF REPORT (WHO FILES)</b>	<b><u>COLUMN III</u></b> <b>BEGINNING DATE OF PERIOD COVERED</b>	<b><u>COLUMN IV</u></b> <b>ENDING DATE OF PERIOD COVERED</b>
<b>Friday, January 30, 2004</b>	<b>8th day before the February 7, 2004, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the February 7 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that filed a “30th Day Before Election Report” or that accepted political contributions or made political expenditures in connection with the February 7 election)  [FORM SPAC] (all SPACs that filed a “30th Day Before Election Report” or that supported or opposed an opposed candidate or a measure in the February 7 election and that do not file on the modified reporting schedule)	January 1, 2004, <i>or</i>  the date of campaign treasurer appointment, <i>or</i>  the day after the date the last report ended.	January 28, 2004
<b>REPORTS DUE BEFORE THE MAY 15, 2004, UNIFORM ELECTION DATE</b>			
<b>Thursday, April 15, 2004</b>	<b>30th day before the May 15, 2004, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the May 15 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that accepted political contributions or made political expenditures in connection with the May 15 election)  [FORM SPAC] (all SPACs that supported or opposed an opposed candidate or a measure in the May 15 election and that do not file on the modified reporting schedule)	the date of campaign treasurer appointment, <i>or</i>  the day after the date the last report ended.	April 5, 2004
<b>NOTE:</b> A political committee must file pre-election reports if the committee accepts contributions or makes expenditures in connection with the election. The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with election not listed on this schedule.			

<b><u>COLUMN I</u></b> <b>DUE DATE</b>	<b><u>COLUMN II</u></b> <b>TYPE OF REPORT (WHO FILES)</b>	<b><u>COLUMN III</u></b> <b>BEGINNING DATE OF PERIOD COVERED</b>	<b><u>COLUMN IV</u></b> <b>ENDING DATE OF PERIOD COVERED</b>
<b>Friday, May 7, 2004</b>	<b>8th day before May 15, 2004, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the May 15 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that filed a “30th Day Before Election Report” or that accepted political contributions or made political expenditures in connection with the May 15 election)  [FORM SPAC] (all SPACs that filed a “30th Day Before Election Report” or that supported or opposed an opposed candidate or a measure in the May 15 election and that do not file on the modified reporting schedule)	April 6, 2004, <u>or</u>  the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	May 5, 2004
<b>Thursday, July 15, 2004</b>	<b>July semiannual</b>  [FORM C/OH] (all local candidates and officeholders, except for officeholders who do not have a campaign treasurer appointment on file and who do not exceed \$500 in contributions or expenditures for the reporting period)  [FORM GPAC] (all GPACs)  [FORM SPAC] (all SPACs)	January 1, 2004, <u>or</u>  the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	June 30, 2004

**NOTE:** A political committee must file pre-election reports if the committee accepts contributions or makes expenditures in connection with the election. The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with election not listed on this schedule.

<u>COLUMN I</u>	<u>COLUMN II</u>	<u>COLUMN III</u>	<u>COLUMN IV</u>
DUE DATE	TYPE OF REPORT (WHO FILES)	BEGINNING DATE OF PERIOD COVERED	ENDING DATE OF PERIOD COVERED
<b>REPORTS DUE BEFORE THE SEPTEMBER 11, 2004, UNIFORM ELECTION DATE</b>			
<b>Thursday, August 12, 2004</b>	<b>30th day before the September 11, 2004, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the September 11 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that accepted political contributions or made political expenditures in connection with the September 11 election)  [FORM SPAC] (all SPACs that supported or opposed an opposed candidate or a measure in the September 11 election and that do not file on the modified reporting schedule)	the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	August 2, 2004
<b>Friday, September 3, 2004</b>	<b>8th day before the September 11, 2004, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the September 11 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that filed a "30th Day Before Election Report" or that accepted political contributions or made political expenditures in connection with the September 11 election)  [FORM SPAC] (all SPACs that filed a "30th Day Before Election Report" or that supported or opposed an opposed candidate or a measure in the September 11 election and that do not file on the modified reporting schedule)	August 3, 2004, <u>or</u>  the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	September 1, 2004
<b>NOTE:</b> A political committee must file pre-election reports if the committee accepts contributions or makes expenditures in connection with the election. The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with election not listed on this schedule.			

<u>COLUMN I</u> DUE DATE	<u>COLUMN II</u> TYPE OF REPORT (WHO FILES)	<u>COLUMN III</u> BEGINNING DATE OF PERIOD COVERED	<u>COLUMN IV</u> ENDING DATE OF PERIOD COVERED
<b>REPORTS DUE BEFORE THE NOVEMBER 2, 2004, UNIFORM ELECTION DATE</b>			
<b>Monday, October 4, 2004</b>  <i>Deadline has been extended because regular deadline falls on a Sunday.</i>	<b>30th day before the November 2, 2004, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the November 2 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that accepted political contributions or made political expenditures in connection with the November 2 election)  [FORM SPAC] (all SPACs that supported or opposed an opposed candidate or a measure in the November 2 election and that do not file on the modified reporting schedule)	the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	September 23, 2004
<b>Monday, October 25, 2004</b>	<b>8th day before the November 2, 2004, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the November 2 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that filed a “30th Day Before Election Report” or that accepted political contributions or made political expenditures in connection with the November 2 election)  [FORM SPAC] (all SPACs that filed a “30th Day Before Election Report” or that supported or opposed an opposed candidate or a measure in the November 2 election and that do not file on the modified reporting schedule)	September 24, 2004, <u>or</u>  the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	October 23, 2004
<b>NOTE:</b> A political committee must file pre-election reports if the committee accepts contributions or makes expenditures in connection with the election. The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with election not listed on this schedule.			

<u><b>COLUMN I</b></u>	<u><b>COLUMN II</b></u>	<u><b>COLUMN III</b></u>	<u><b>COLUMN IV</b></u>
<b>DUE DATE</b>	<b>TYPE OF REPORT (WHO FILES)</b>	<b>BEGINNING DATE OF PERIOD COVERED</b>	<b>ENDING DATE OF PERIOD COVERED</b>
<b>REPORTS DUE BEFORE THE FEBRUARY 5, 2005, UNIFORM ELECTION DATE</b>			
<b>Thursday, January 6, 2005</b>  The campaign treasurer of a political committee may satisfy both the requirement to file a semiannual report and a 30-day pre-election report in connection with the February 5 election by filing a single report by the January 6, 2005, deadline and covering the period ending on December 31, 2004. (The filer should mark both report types.)	<b>30th day before the February 5, 2005, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the February 5 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that accepted political contributions or made political expenditures in connection with the February 5 election)  [FORM SPAC] (all SPACs that supported or opposed an opposed candidate or a measure in the February 5 election and that do not file on the modified reporting schedule)	the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	December 27, 2004
<b>Monday, January 17, 2005</b>  <i>Deadline has been extended because regular deadline falls on a Saturday.</i>	<b>January semiannual</b>  FORM C/OH] (all local candidates and officeholders, except for officeholders who do not have a campaign treasurer appointment on file and who do not exceed \$500 in contributions or expenditures for the reporting period)  FORM GPAC] (all GPACs)  [FORM SPAC] (all SPACs)	July 1, 2004, <u>or</u>  the date of campaign treasurer appointment, <u>or</u>  the day after the date the last report ended.	December 31, 2004
<b>Monday, January 17, 2005</b>  <i>Deadline has been extended because regular deadline falls on a Sunday.</i>	<b>Annual report of unexpended contributions</b>  [FORM C/OH-UC] (certain former candidates and former officeholders)	January 1, 2004, <u>or</u>  the day after the date the final report was filed.	December 31, 2004
<b>NOTE:</b> A political committee must file pre-election reports if the committee accepts contributions or makes expenditures in connection with the election. The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with election not listed on this schedule.			

<b><u>COLUMN I</u></b> <b>DUE DATE</b>	<b><u>COLUMN II</u></b> <b>TYPE OF REPORT (WHO FILES)</b>	<b><u>COLUMN III</u></b> <b>BEGINNING DATE OF PERIOD COVERED</b>	<b><u>COLUMN IV</u></b> <b>ENDING DATE OF PERIOD COVERED</b>
<b>Friday, January 28, 2005</b>	<b>8th day before the February 5, 2005, election</b>  [FORM C/OH] (all local candidates who have an opponent on the ballot in the February 5 election and who do not file on the modified reporting schedule)  [FORM GPAC] (all GPACs that filed a “30th Day Before Election Report” or that accepted political contributions or made political expenditures in connection with the February 5 election)  [FORM SPAC] (all SPACs that filed a “30th Day Before Election Report” or that supported or opposed an opposed candidate or a measure in the February 5 election and that do not file on the modified reporting schedule)	January 1, 2005, <i>or</i>  the date of campaign treasurer appointment, <i>or</i>  the day after the date the last report ended.	January 26, 2005
<b>NOTE:</b> A political committee must file pre-election reports if the committee accepts contributions or makes expenditures in connection with the election. The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with election not listed on this schedule.			